



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**[webmaster@town.arlington.ma.us](mailto:webmaster@town.arlington.ma.us)**

## **Council On Aging Minutes 02/26/2009**

**TOWN OF ARLINGTON  
COUNCIL ON AGING  
27 Maple Street  
Arlington, MA 02476-4909**

*Harry McCabe, Chair  
Karen Nichols, Vice-Chair  
Shirley Chapski, Secretary*

**Regular Meeting of the Council on Aging  
February 26, 2009**

**MINUTES**

**Place and Time of Meeting:** Arlington Senior Center, 27 Maple St, Arlington, 7:00 p.m.

**Members Present:** Lucilia Prates (arrived at 7:40 p.m.), William Carey, Harry McCabe, Ann FitzGerald, Joanne Morel, Karen Nichols and Shirley Chapski

**Members Absent:** Mildred Hurd

**Others Present:** John Jope, COA Executive Director (arrived at 7:30 p.m.), Art Budnik, Friends of the COA, and Annette Bender, Minuteman Senior Services

**Quorum Identification/Call to Order:** Harry McCabe presided and called the meeting to order at 7:30 p.m. Shirley Chapski kept the minutes. A quorum of 6 was present.

**Minutes of the December 15, 2008 Regular Meeting:** Shirley moved to receive the minutes of the December 15, 2008 meeting, Joanne seconded, all in favor. Harry moved to table the minutes of the Dec. 15, 2008 meeting to the March meeting. No seconding motion. Shirley moved to approve the Dec. 15, 2008 minutes; Karen seconded; four in favor and two against. **Motion carried.**

**Minutes of the January 15, 2009 Meeting:** Copies of the minutes were distributed; this was an informational meeting with the Town Manager and Director of the BOH and Human Services to discuss the FY2010 budget recommendations.

**Citizens Open Forum:** •Annette Bender, Minuteman Senior Services reported that here is now a waiting list for many of the services that Minuteman offers and a number of people from Arlington are on that list. Reports of elder abuse are on the rise, mostly due to pressure on caregivers of the elderly. Minuteman has started a project of collecting dead cell phones and Arlington, through John, is assisting in the program by placing collection bins at the senior center for that purpose. The funds realized from the recycled cell phones are earmarked for the abuse program. In March there is an event *March for Meals* to encourage legislators and town officials to go out on a Meals for Wheels service delivery to let them see who are served. Lucilia added that May is Older Americans month and we might want to consider a public forum in the town hall and have our selectmen and legislators present. It was pointed out that the Friends are planning an event in May and maybe we could all collaborate.

**REPORT OF THE CHAIR:** Harry read a memo from John Jope concerning budget issues that need to be addressed.

Members met with the Arlington Finance Committee on Feb. 11, 2009 and presented the COA's case for the Harry Barber Warrant Article and the Warrant article for Minuteman Senior Services. At a future date the COA will meet with the Finance Committee on the COA municipal budget recommendations.

**EXECUTIVE DIRECTOR'S REPORT:**

The Executive Director's report was received, a copy of which is attached hereto and made a part of these minutes. The following additions to the report were made:

**Item 2:** Michael Festa has resigned as Secretary of Elder Affairs and an interim director has been appointed.

**Item 3:** Formula Grant funding has been cut back for this fiscal year which is loss of \$4400 for Arlington.

**Item 4:** EOEI Incentive Grants have been discontinued. He explained that incentive grants are something a COA can apply for a particular project.

**Item 5 (b):** Christine Connolly Sharkey has included a \$10,000 donation for the FY10 Transportation Program to be raised by John, the Friends group or the board.

**Item 5 (c):** For the board's information, John distributed copies of Acton's Senior Center Expansion Report. The 2-year study provides an in-depth analysis of the present senior center's limitations; they are looking to build a new senior/community center in the future when the economy improves.

**Item 6:** The liaison function between the COA and ASA is not working; due to health issues the current liaison has been unable to attend ASA meetings. On the Senior Association's side, the liaison to the COA meetings was unable to attend due to other commitments, and the ASA has not assigned anyone else to fill this spot. John said we need to work to get this function back in place. Harry asked John to write a letter to the ASA asking them to appoint a liaison and John agreed to do so.

**Item 7:** John passed out copies this evening's agenda with time lines beside the agenda items. The time lines help in adhering to the issues and John also pointed out items on the agenda that he would like to see addressed at this meeting. Karen moved to adopt the timed agenda format bearing in mind that they are guidelines but do help us to move the meeting along; Bill seconded the motion but added that if the meeting has not been completed by 9 p.m., as put forth in the timeline, that we could then vote to extend the time of adjournment. All in favor. **Motion carried.**

**OTHER REPORTS:** Harry asked John to create an entry in this category for the representative from Minuteman Senior Services, Annette Bender, for future agendas.

• **COA Representative/Liaison to Minuteman Senior Services:** No report.

• **COA Representative to the Arlington Seniors Association (ASA):** No report.

• **ASA Representative to the COA:** No report.

• **Budget Committee:** No report.

• **Joint ASA/COA Committee:** No report.

• **Friends of the COA,** Art Budnik gave an update on the filings made by the Friends. They have received a Certification of Solicitation from the State. They can start to solicit as soon as the Feds give their blessing. They are looking for three more directors, as well as advisers. The Friends hope to hold an event in May and they are working towards that goal.

#### **UNFINISHED BUSINESS:**

• **FY2010 Municipal Budget Cuts:** Christine Connolly Sharkey's COA FY2010 municipal budget cuts, at 5% and 10%, were reviewed and discussed. John pointed out that if we get a cut, the only place it can come out of is salaries, and it is really tough to cut critical services. Harry said the numbers presented are in error. First of all, "Comm. Service" is a warrant article and should not be included in tabulation. The item "expenses" is also inaccurate. These two items need to be recalculated before we can discuss a 5% or 10% budget cut. He added that Christine is preparing a questionnaire for the COA to consider where we think the budget should be cut and he suggested we wait until we have the questionnaire before going any further. Bill pointed out that due to the economy, the demands on us are more than they have ever been and will only increase.

• **COA CDBG Funding Request for FY10:** Request for CDBG funds for FY10 is due on March 9. John distributed copies of the COA CDBG Funding Request for FY10. The requests are as follows: *Transportation Enterprise Fund*, \$67,850; *Meals on Wheels Scholarship Program*, \$2,000; *Volunteer Coordinator/Supervisor of Volunteers*, \$45,280; *Adult Day Health Scholarships*, \$11,500; *Lifeline Subsidy Program*, \$1,200. Total amount request for FY10, \$127,830.

Lucilia expressed her objections concerning the Intake/Referral Worker's position which is currently at 19/hrs/wk and is not a benefitted position. After discussion, Karen suggested that Lucilia draft a letter to the Selectmen, with a copy to the COA council, laying out her justifications and concerns relating to the Intake/Referral position and Lucilia agreed to do so.

Next, Bill moved to approve the COA CDBG funding request for FY10, as submitted by John, Shirley seconded, Harry said if we are successful in having the Intake/Referral position transferred from the Transportation Enterprise Fund into the town budget, he does not want the CDBG funding of that position to travel with it. All voted in favor. **Motion carried.**

• **Placement of COA Donation Envelopes:** The envelopes were designed and made up some time ago but the project has not been put into effect. Joanne and Karen expressed an interest in working with John on this endeavor. Harry proposed inserting the envelope in *Senior Notes* but John said he wanted to update the envelope first.

